USA Staffing
Production Release Notes

Release 13.7

December 17, 2021

OPM HR SOLUTIONS
by government, for government

Introduction

OPM employs agile IT development techniques in the development and maintenance of the USA Staffing system. This means we have the ability to update priorities through frequent, iterative releases based on changes in the hiring landscape or the identified needs of the collective customer base.

The USA Staffing Release Notes provide an overview of the most recent functionality deployed to the USA Staffing Stage and Production environments.

To learn more about features that already exist in USA Staffing and to review the upcoming release schedule for the USA Staffing Stage and Production environments, please visit the USA Staffing Resource Center.

Completed System Functionality

The items outlined in this section include newly added functionality in the USA Staffing system. Examples of functionality found in this section can range from corrected issues within the system, changes that enhance the system's performance, enhancements made to the user experience specific to existing features based on feedback received, or new functionality that improves the system's already robust set of capabilities. As you review this section, you may see the following icon ✅ which designates the completion of a feature that was previously identified in the Feature Backlog & Glossary on the USA Staffing Resource Center.

Contents

Staffing Functionality

Vacancy

- Added a system-level Mission Critical Occupation (MCO) tag titled *Infrastructure Act* to the Vacancy Settings page. Using this system-level tag helps ensure consistent reporting within and across agencies. Visitors to the USAJOBS website will see an alert on the home page and all search results pages highlighting these job opportunities. **Note:** This tag will be available to use in Production on November 29, 2021 and can be added to both new and existing vacancies. Users must remember to update their announcements on USAJOBS when adding the *Infrastructure Act* MCO tag to an existing vacancy.
  https://help.usastaffing.gov/USAS/index.php?title=Available_Tags

Announcement

- Updated the Announcement Text page (as well as the Announcement PDF, Agency Marketing sub-templates, and Job Opportunity Announcement Review) to add a second *Marketing Video Link* field, which allows users to add up to two videos embedded in the Videos section of the USAJOBS announcement.
  https://help.usastaffing.gov/USAS/index.php?title=Announcement_Text

- Added a *History* entry on the Announcement Information page to capture edits made to the *Linked JOA Control Number* for announcements that have been released to USAJOBS.
  https://help.usastaffing.gov/USAS/index.php?title=Viewing_history

Assessment Package

Assessment Questionnaire

- Completed the following usability improvements on the Item Weights pop-up window on the Rating Criteria page within an Assessment Package and Assessment Package Template:
  - Removed the sort capability from all headers.
  - Added specialties in parentheses next to each rating combination in the Rating Criteria page, if applicable.
  - Added a *Response Type* column between the *Item Stem* and *Rated* columns.
  - Replaced the *Apply to all Rating Combinations* checkbox with a button.
  - A warning banner is displayed to inform users if they have unsaved changes when an item's proportional weight or a response item's base value is adjusted either manually or by clicking the *Apply to all Rating Combinations* button.
  - The following confirmation message is displayed when an HR User clicks the *Apply to all Rating Combinations* button to override an item's proportional weight, individual response base values, and/or rated checkbox indicator across all rating combinations: "This item's rated status, proportional weight, and response values have been applied to all other rating combinations. You must click Save to retain these changes."
    https://help.usastaffing.gov/USAS/index.php?title=Item_Weights

Reviews

- Added the ability for HR Users to copy up to 100 *Reviewers* and 10 *Followers* when creating a copy of a review.
  https://help.usastaffing.gov/USAS/index.php?title=Copying_a_review

- Added the ability for HR Users to delete reviews that have never been sent. The review will be removed from any corresponding areas.
  https://help.usastaffing.gov/USAS/index.php?title=Review_Information

- Updated the *Show Announcement* button to display *Preview Announcement* in JOA Reviews. Selecting *Preview Announcement* will display the *USAJOBS Preview URL* created by HR. Clicking the URL will open the announcement preview in a new browser tab.
https://help.usastaffing.gov/HiringManager/index.php?title=JOA_Review

- Updated the *View Announcement* link in Panel Reviews and Applicant List Reviews to be linked to the *USAJOBS URL*.
https://help.usastaffing.gov/HiringManager/index.php?title=Panel_Review
https://help.usastaffing.gov/HiringManager/index.php?title=Applicant_Lists_Review

Applicant Overview

Assignments

- Added a *History* entry on the Assignment page to include filters applied when a workload management assignment is created.
https://help.usastaffing.gov/USAS/index.php?title=Viewing_history

Applicant Record

- The following NOR message code has been added:

Code	Definition	Message
IOTF	Narrative responses not provided within timeframe	You were not considered because you failed to respond to all narrative questions within the given timeframe as stated in the vacancy announcement.

https://help.usastaffing.gov/USAS/index.php?title=Notice_of_Results_(NOR)_Message_Codes

Onboarding Functionality

New Hire

- Updated the *RA for COVID-19 Vaccine Exemption* tag to display as *Pursuing COVID-19 Vaccine Exemption*. This will allow users to assign the appropriate COVID-19 vaccination requirement status by selecting the corresponding system-level *Appointing Authorities* tag within the New Hire record.
https://help.usastaffing.gov/USAS/index.php?title=Available_Tags

- Added the following forms in USA Staffing:
  - GAO 691 – Request for Consumer Credit Information
  - GAO 618B – Authorization for Release of Information
  - IRS TDP – Notification of Testing Designated Position
  - CCDM 30.4.1.3.3.2 – Employment Tenure Commitment
- Updated the following forms in USA Staffing:
  - DLA DAWIA SOU – DLA Defense Acquisition Workforce Improvement Act Certification
  - SBA ODA HR-005 – Office of Disaster Assistance Employment Agreement
  - WHS TDP – TDP Notice

Hiring Manager Functionality

- Added the ability for Hiring Managers to filter applicant list reviews by applicant *Email* in addition to *First Name* and *Last Name*.
  https://help.usastaffing.gov/HiringManager/index.php?title=Applicant_List_Detail

- Added a *Location* filter to applicant list reviews, which allows Hiring Managers to filter the list by announcement location(s).
  https://help.usastaffing.gov/HiringManager/index.php?title=Applicant_List_Detail

Administrative Functionality

- No updates.

Classification Functionality

- No updates.

USA Hire Functionality

- No updates.

Reporting and Analytics

- Reporting and analytics enhancements can be reviewed in the Release Notes section of the Reporting and Analytics page on the USA Staffing Resource Center.